

Metro East Inferno Female Hockey Association
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Metro East Inferno Female Hockey Association – REC Coordinator

The role of **REC Coordinator** reports directly to Vice-President Hockey Operations and is appointed by the Executive Board following the Annual General Meeting each season. Interested candidates should contact the President with expressions of interest, before or immediately following the AGM. The REC **Coordinator** shall be responsible for, but not limited to, the following:

- Supporting, organizing and promoting opportunities for recreational hockey such as extra development, tournaments, jamborees and exhibition games.
- Assisting Division Coordinators, upon request. (REC Coordinator is not a member of the MEIFHA Player Evaluation Team and are not responsible for assigning players to teams, but may be asked to help secure volunteers during preseason and balancing, etc., under the supervision of Division Coordinators).
- Monitoring all Teams within the REC Category and assisting with team-level concerns and conflict resolution alongside the Division Coordinator and VPH, escalating unresolved concerns or issues when required.
- Attending all Board Meetings (monthly) and Special Meetings (i.e. AGM).
- Administering and upholding the applicable policies and procedures of the Association.
- Reporting progress, results and concerns within the Category to the Board.
- Organizing and coordinating the REC Day(s) of Champions at the end of each season.